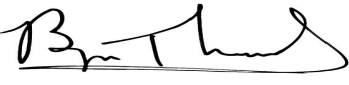


**RICHMOND POLICE DEPARTMENT GENERAL ORDER**

**NOTE:** This directive is for internal use only, and does not enlarge an employee's civil liability in any way. It should not be construed as the creation of a higher standard of safety or case in an evidentiary sense, with respect to third party claims. Violation of this directive, if proven, can only form the basis of a complaint by this Department, and then only in a non-judicial administrative setting.

|                                                                                   |              |                            |                                                                                                                |
|-----------------------------------------------------------------------------------|--------------|----------------------------|----------------------------------------------------------------------------------------------------------------|
| Chapter<br>7                                                                      | Number<br>15 | Effective Date<br>05/20/10 | Review Date<br>2013                                                                                            |
| Subject<br><b>RECOGNITION OF PLAINCLOTHES OFFICERS</b>                            |              |                            | <input type="checkbox"/> New Order<br><br><input checked="" type="checkbox"/> Replaces<br>G.O. 7-15 (03/09/06) |
| References                                                                        |              |                            |                                                                                                                |
|  |              | 05/20/10                   |                                                                                                                |
| Chief of Police or Designee                                                       |              | Date                       |                                                                                                                |

**I. PURPOSE**

The purpose of this order is to establish the policy and procedure concerning the recognition of plainclothes officers.

**II. POLICY**

As a result of the serious nature of undercover assignments, it is imperative that Department members not generally acknowledge or recognize any officer in ***plainclothes***. The reason for this is obvious; the officer in ***plainclothes*** may be on an undercover assignment or special detail. Acknowledging the plainclothes officer may reveal his/her identity to suspects with whom the officer may be observing or conversing and result in the loss of overall confidentiality and cover. Such recognition may subject the plainclothes officer to the risk of death or serious injury. ***These Department*** guidelines have been established to secure the safety of all officers and citizens when encountering unrecognized plainclothes undercover and off-duty officers who are taking police action or are present at a crime scene.

**III. ACCOUNTABILITY STATEMENT**

***All employees are expected to fully comply with the guidelines and timelines set forth in this general order. Failure to comply will result in appropriate corrective action. Responsibility rests with the Division Commander to ensure that any violations of policy are investigated and appropriate training, counseling and/or disciplinary action is initiated.***

**IV. DEFINITION**

- A. PLAINCLOTHES – Officers that are not in uniform while on duty. ***Such officers may be working in an administrative capacity or other related assignment.***

- B. UNDERCOVER – Officers that are not in uniform and are performing their official duties in an undercover capacity while on duty.
- C. OFF-DUTY PLAINCLOTHES – Officers that are off-duty and not in uniform.

V. PROCEDURE

- A. Department members shall avoid acknowledging plainclothes officers unless first acknowledged by the plainclothes officer.
- B. Plainclothes officers shall always assume that they are not identifiable or recognized as police officers by other responding officers and **law enforcement personnel**. Officers working in a sector or specific **assignment** shall notify **the Department of Emergency Communications** (DEC) of their presence when **working** in a plainclothes capacity when it will not compromise their investigation. Whenever feasible and tactically sound, plainclothes officers shall announce their response to an incident by notifying DEC and **providing** a general description of themselves and their vehicle. Plainclothes off-duty and undercover officers shall act in the following manner when confronted by a uniformed officer:
  - 1. Obey the commands of the uniformed officer(s);
  - 2. Yell “LEO” (Law Enforcement Officer);
  - 3. Drop his/her weapon when instructed to do so by the uniformed officer(s); **and**,
  - 4. Place hands above their head and crossed at the wrists as to make an “X”.
- C. When responding or taking police action in a plainclothes capacity, the officer(s) shall display **his/her** badge. Officers that are working a plainclothes assignment shall have **available** a police identifier or raid vest that is worn on the most outer part of the body and in colors issued by the Department.
- D. Off-duty Department members observing plainclothes officers shall be cognizant of the above procedure before conversing with plainclothes police officers.